

# **INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI**

**Guwahati – 781 039, Assam**

**Phone : (0361) 2582061, 2582068: : Fax : (0361) 2692771**



## **QUOTATION**

**IITG/MAIN/NIT/19-20/41; Dtd. 11.03.2020**

### **NAME OF WORK**

**Supply of materials for annual maintenance of LPG pipe line in all hostel kitchen at IITG campus**



**INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI**  
**Guwahati - 781 039, Assam**  
**Phone : (0361) 2582061, 2582068 Fax : (0361) 2692771**

Date: .....

Detailed Notice Inviting Quotation for the work **“Supply of materials for annual maintenance of LPG pipe line in all hostel kitchen at IITG campus”** vide NIQ No. IITG/MAIN/NIT/19-20/41; Dtd. 11.03.2020 issued to the contractor-

Shri/ M/S .....

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**HOS, Maintenance Section**



# INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI

Guwahati - 781 039, Assam

Phone : (0361) 2582061, 2582068 Fax : (0361) 2692771

## NOTICE INVITING QUOTATION

**No. IITG/MAIN/NIT/19-20/41; Dtd. 11.03.2020**

Sealed Quotation are invited from the registered and experienced contractors for the following works. Quotation will be received upto 2.00 p.m. on **17.03.2020** and will be opened on 17.03.2020 at 3.00 p.m. in presence of intending tenderers or their authorized representatives. In case, the day of submission of the quotation happens to be a holiday on account of Govt. notification and tender cannot be received or opened; the tender shall be received or opened on the next working day at 3.00 p.m. for which no separate communications will be made. Other terms & conditions are enclosed herewith.

<b>Name of Work</b>	:	Supply of materials for annual maintenance of LPG pipe line in all hostel kitchen at IITG campus
<b>Earnest Money</b>	:	<b>Rs. 6,000.00 (Six thousand only)</b>
<b>Date of availability of tender paper in IITG website</b>		From 12.03.2020 to 16.03.2020
<b>Last Date &amp; time for Submission</b>	:	<b>Upto 2.00 p.m. on 17.03.2020</b>
<b>Date &amp; time for Opening</b>	:	<b>At 3.00 p.m. on 17.03.2020</b>
<b>Time of completion</b>		<b>10 (Ten) days from the date of issue of the work order.</b>

### Qualifying criteria for issue of Tender Document:

1. Registered with trade licence for such product.
2. Turn over during the last three years should not be less than Rs.76,000.00 .
3. PAN no. and GST Registration
4. Quotation shall be downloaded from IIT website ([www.iitg.ernet.ac.in](http://www.iitg.ernet.ac.in)) only from 12.03.2020 to 16.03.2020.
5. Submitted quotation paper must be accompanied by the attested copies of the qualifying documents as stated above along with attested copies of (a) PAN card (b) GST registration certificate, (c) **DD/BC of Rs. 500.00 (five hundred only) as a cost of quotation paper** (non refundable) in favour of "IIT Guwahati" payable at 'Guwahati'.
6. Any further clarification including corrigendum, addendum, amendments, time extension etc. to the above tender will be posted in the website only. Bidders should therefore regularly visit the website [www.iitg.ac.in](http://www.iitg.ac.in)
7. Earnest money of **Rs. 6,000.00** shall be deposited along with the quotation in the form of **Demand Draft or Banker's Cheque** only in favour of "IIT Guwahati" payable at 'Guwahati'.

The IIT Guwahati does not bind itself to accept the lowest tender and reserves itself the right to reject any or all the tenders received without assigning any reason thereof.

**HOS, Maintenance Section**

**Copy To-**

- i) IITG Notice Board
- ii) IITG Web Page

**HOS, Maintenance Section**

## **TERMS AND CONDITIONS :**

1. Only the firms or a contractor, who downloads the tender document from IITG website from 12.03.2020 to 16.03.2020, are eligible to participate in the tender. The tender submitted by other firm on behalf of any such firm shall not be accepted.
2. Rates shall be quoted in the Bill of Quantity (BOQ) furnished in **Annexure-A** in figure and words. If there is any variation between the rate of figure and word, the rate quoted in word will be considered.
3. The rate shall be firm up to the completion of work. No price escalation will be paid on any account.
4. The work shall be completed within **ten (10) days** from the date of issue of the formal work order.
5. The rate shall be inclusive of all taxes including GST as applicable (@12% at present), Royalty, loading, unloading and transportation etc. of all the materials to work site at IITG campus, Guwahati-39.
6. All the pages of the tender document shall be signed and dated at the lower right hand corner by the tenderer or by a person holding power of attorney authorizing him to sign on behalf of the tenderer before submission of the of the tender.
7. The documents submitted along with the application for tender in respect of Experience, registration will be verified by the Institute with respect to that stated in the NIT for qualifying for the tender. If after verification any such data/ information are not found true or has attempted to conceal any unfavourable data/ information, his/her tender shall be summarily rejected.
8. The owner reserves the right to take inputs regarding performance of a bidder on any similar work (on-going or completed) from a client whether disclosed in the tender or not. If any such report from the client is found to be unsatisfactory, the tender is liable to be rejected.
9. Any tender submitted without the documents mentioned above will be considered as incomplete tender and the tender will be rejected for which no communication will be made.
10. The contractor shall arrange all the plants, equipments, machineries etc. required for the works for which no extra charges will be paid.
11. The contractor will arrange for water and electricity at his own. However, the institute may provide electricity on the request of the contractor and under the terms and conditions fixed by the institute.
12. Any abnormal rate quoted in the tender will summarily be rejected for which no communication will be made.
13. Care shall be taken by the contractor to avoid damage to any part of the building or its finishing. He/they shall be responsible for repairing all damages and resorting the same to their original finish at his own cost. He / they shall also remove at his own cost all unwanted wastage and materials arising out of his work from the site.
14. The **Earnest Money shall be paid in the form of Demand Draft/ Banker's cheque** drawn in favour of "IIT Guwahati" payable at 'Guwahati'. EMD submitted in the form of Bank Guarantee or any other form except as stated above will NOT be accepted and tender will be summarily rejected. No interest shall be paid by the Institute on the Earnest Money deposited by the tenderer. The Earnest Money of the unsuccessful tenderer will be refunded.
15. **Payment of Bills:** The successful bidder if desire may submit their Running Account Bill as per progress of work and actual execution. Site Engineer will

prepare RA Bill for release of payment subject to his satisfaction in progress of work.

After successful completion of work, as per specification and requirement, the contractor must submit their Final Bill including detail measurement along with Forest Department or other department clearance if necessary within one month from the date of completion of work. On submission, the site engineer will prepare the bill subject to his satisfaction and put up for payment within fifteen days.

16. 10% of the Bill Value will be deducted as Security Deposit and will be released after completion of Performance Guarantee Period.
17. **Performance Guarantee Period:** 12 (twelve) months from the date of completion of the work. Any damage or defect in the work during this period shall be made good by the contractor at their own expenses. Otherwise the same will be made good by engaging other workmen and the expenses incurred will be deducted from their security deposit.
18. The IIT Guwahati does not bind himself to accept the lowest tender and reserves itself the right to reject any or all the tenders received without assigning any reason thereof. The work may be allotted in part for whole at the discretion of competent authority of the institute.
19. All other terms & conditions shall be as per provision of General Conditions of Contract followed by the institute.
20. All legal disputes will be subjected to jurisdiction of Guwahati High Court only.
21. All Specification of the work will be followed as per CPWD manuals.
22. Reasonability of the rates quoted by the contractors shall be determined by comparing to the justified estimated rates. If the lowest bid is too low and the tender evaluation committee feels that it is not possible to do the work as per specification, the tender shall be cancelled.
23. If the lowest bid is below 10% of the justified estimate, additional initial security deposit of value by which the quote is below 10% of the justified estimate will have to be submitted by the bidder along with the specified initial security deposit within 15 days from the date of issue of Letter of Intent offering the work. The additional security deposit shall be refunded immediately after completion of the work. In case the lowest bidder is not able to complete the work, the security deposit and the additional security deposit will be forfeited and the contractor will be debarred for 2 years from participating in the tenders floated by the Institute after issuing a show case notice.
24. The initial and additional security deposit will be in the form as specified in the tender. In case the lowest bidder fails to submit the initial security deposit and the additional security deposit within the stipulated time, the offer will be cancelled and their EMD will be forfeited. In such case, the work will then be offered to the next lowest bidder (L2) at L2's rate and so on.
25. Lowest quotes above 10% of the justified estimate will not be accepted in any case and fresh tender invited.

**HOS**  
**Maintenance Section**

**ANNEXURE- I**

**Particulars of the contractor:**

1. Name & Address of Contractor/ firm :  
Telephone no. :  
Fax no. :  
Email ID. :  
Mobile No. :  
:
2. Name & Address of local office at Guwahati :  
Telephone no. :  
Fax no. :  
Email ID :  
Mobile No. :  
:
3. Whether the firm is private or public  
Limited (attested copies of deed  
For articles of Association to be enclosed) :
4. Name of person holding the power of attorney :  
(attested copy of power of attorney  
to be enclosed)  
  
State his present nationality and liabilities :
5. Name of partners, their present nationalities  
with their liabilities( attested copy of partnership  
deed to be enclosed) :
6. Name & Address of Bankers :

I / We authorize IIT Guwahati to make any investigation to verify the authenticity of the statements and documents submitted with this application and obtain clarifications or information on the technical and financial aspects of the applicant.

**Seal of the Company /Firm**

**Signature of Tenderer**

**Date:.....**

## **ANNEXURE-II**

### **Compliance to requirement of Quotation documents:**

We confirm that our Quotation complies to the total techno-commercial requirements of Bidding document without any deviation.

**Seal**

**(Signature of the tenderer)**



## **ANNEXURE - III**

### **QUOTATION VALIDITY**

Quotation shall remain valid for acceptance for a period of 120 (one hundred twenty) days from the date of opening of the tender. The tenderer shall not be entitled during the said period to revoke or cancel his tender or to vary the Quotation given or any term thereof. In case of tenderer revoking or canceling his tender or varying any term in regard thereof, the OWNER shall forfeit the earnest money paid by him along with the Quotation. Quotation shall be revalidated for extended period as required by Owner in writing.

**Seal**

**(Signature of the tenderer)**

# BILL OF QUANTITIES

## NAME OF WORK

**Supply of materials for annual maintenance of LPG pipe  
line in all hostel kitchen at IITG campus**

### Bill of Quantities

**Name of Work: Supply of materials for annual maintenance of LPG pipe line in all hostel kitchen at IITG campus**

SI no.	Description of Items	Unit	Quantity	Rate in Rs.		Amount (Rs.)
				in figure	in words	
1	ADOPTER 3/8	each	10.00			
2	Adopter 1/2"	each	200.00			
3	Adopter Nozzle	each	5.00			
4	Pressure controller RG 2	each	6.00			
5	Pressure Controller 30 psi	each	2.00			
6	Pressure meter 2 kg	each	6.00			
7	Pressure Controller 5 kg	each	4.00			
8	Non Return Valve (NRV)	each	20.00			
9	Quick Shut valve(QSV)	each	6.00			
10	Main Line Valve (MLV)	each	5.00			
11	Needle Control Valve( NCV)	each	20.00			
12	Washer 1/2"	box	5.00			
13	Teflon tape	box	5.00			
14	Hydrolic Pipe SS 5'	each	20.00			

15	Hydrolic pipe BB 2'	each	30.00			
16	Hydrolic pipe BB 3'	each	20.00			
17	Hose pipe	Rm	20.00			
					<b>Total Amount `=</b>	
					<b>Rebate if any=</b>	
					<b>Total after rebate=</b>	
					<b>Say=</b>	

**Seal**

**(Signature of the tenderer)**